

**MINUTES OF THE MILLVILLE  
TOWN COUNCIL MEETING  
June 13, 2017 @ 7:00 p.m.**

In attendance were Mayor Bob Gordon; Deputy Mayor Steve Maneri; Treasurer Susan Brewer; Secretary Valerie Faden; Council Member Peter Michel; Town Solicitor Seth Thompson; and Town Clerk Matt Amerling.

**1. CALL MEETING TO ORDER**

Mayor Bob Gordon called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Mayor Gordon stated everyone was present except for Town Manager Debbie Botchie, but there is a quorum. Mayor Gordon stated item number eight (8) would be tabled for tonight's meeting as the applicant was not yet ready to present.

**3. PLEDGE OF ALLEGIANCE TO THE FLAG**

**4. ADOPTION OF TOWN COUNCIL MINUTES AND NOTES**

A. Adoption of Town Council Minutes – May 9, 2017

B. Adoption of Town Council Workshop Minutes – May 31, 2017

Deputy Mayor Steve Maneri motioned to adopt the May 9, 2017, Town Council meeting, and the May 31, 2017, Town Council Workshop meeting. Council Member Susan Brewer seconded the motion. Motion carried 5-0.

**5. FINANCIAL REPORT – Treasurer Susan Brewer**

A. May 2017

Council Member Susan Brewer read the Financial Report for the month ending 5/31/17.

**May 31, 2017:**

General Revenue: \$ 242,139. Restricted Revenue: \$ 88,711.

General Expenses: 37,922. Restricted Expenses: 183,787.

**6. ADMINISTRATIVE MATTERS**

A. Administrative Report for May 2017 – Town Manager

There were no comments.

**7. CITIZENS' PRIVILEGE, VISITORS, PRESENTATIONS & APPOINTMENTS**

There were no comments.

## 8. **UNFINISHED BUSINESS**

- A. Discuss and possible vote on a request from Millville Town Center LLC to release bond #PB03010400588 for Sand Dollar Village II in Millville by the Sea (MBTS). *Synopsis:* A final walk of the affected section was performed on May 23, 2016, and all of the items which needed to be corrected have been completed at this time. At the April 11, 2017, Town Council meeting, Council voted 3-0-1 refusal to table the request until a later date, to make sure whether Summerset Boulevard is a part of the bond.

This item was tabled for a future Council meeting.

## 9. **NEW BUSINESS**

- A. Discuss and possible vote on Resolution 18-01. *Synopsis:* If passed, Resolution 18-01 will adopt Sussex County's Multi-Jurisdictional All Hazard Mitigation Plan.

Mayor Gordon stated Town Code & Building Official Eric Evans has provided Council in their packets with a memo explaining the plan as well as his opinion. Town Solicitor Seth Thompson stated Resolution 18-01 basically comes as a result of the Federal Emergency Management Agency (FEMA) and the Delaware Emergency Management Agency (DEMA) setting a hazard mitigation plan, and municipalities in Delaware are required to adopt it if there is a disaster and a municipality would look to DEMA or FEMA for funds.

Ms. Brewer motioned to adopt Resolution 18-01. Council Member Peter Michel seconded the motion. Motion carried 5-0.

- B. Discuss and possible vote on Resolution 18-02. *Synopsis:* If passed, Resolution 18-02 will allow the Mayor refer a matter to the standing annexation committee to investigate the possibility of annexing certain territory contiguous to the present southwesterly limits of the Town of Millville presently owned by the Robert Howard Hickman Revocable Trust, identified as Sussex County tax map and parcel numbers 134-12.00-394.00 and 134-12.00-394.04 (totaling 31.32+/- acres); and will amend the zoning map and zoning ordinance of the Town of Millville to include said territory in the Residential (R) district.

Mr. Thompson stated Resolution 18-02 officially assigns to the Town's Annexation Committee the need to investigate and produce a report no later than September 11, 2017, with any findings and conclusions and recommendations on potential annexation based on the petition for annexation the Town received. Council Member Valerie Faden asked, in reference to the report, is there a particular format for the report or is it just a general report of the committee's findings. Mr. Thompson stated there is no specific format, and it's been eight (8) or nine (9) years since the Town's last annexation, plus the Code does not reference or require any particular format; so it should be what is most beneficial to the Council as a whole as well as the public in terms of reviewing the advantages and disadvantages.

Ms. Faden motioned to adopt Resolution 18-02. Mr. Maneri seconded the motion. Motion carried 5-0.

**10. CITIZENS' PRIVILEGE**

Ms. Pat Moulder, of Tybee Street, stated as Volunteer Chair, she was happy to announce the completion of the volunteers' participation in providing foster kids ages ten (10) to fifteen (15) with much-needed items which foster kids may not have easy access to. Ms. Moulder stated she started the collection in April, requesting the community donate items ranging from school supplies to travel-sized personal hygiene supplies. Ms. Moulder stated the volunteers were able to put together a total of thirty-five (35) backpacks filled with these items, and Ms. Moulder and volunteers will drop off the packs at the Pyle Center on Monday, June 26. Ms. Moulder thanked Millville by the Sea (MBTS) entertainment director Trevor Hurd for allowing her to put a donation tub at MBTS, as well as Town Clerk Matt Amerling for making the event fliers. Mayor Gordon and Council thanked Ms. Moulder for her hard work, effort and dedication on this project.

**11. ANNOUNCEMENT OF NEXT MEETING** – The next meeting will be the Town Council Workshop meeting on June 27, 2017.**12. ADJOURNMENT**

Ms. Brewer motioned to adjourn the meeting at 7:17 p.m. Ms. Faden seconded the motion. Motion carried 5-0.

Respectfully submitted,  
Matt Amerling, Town Clerk